European School Education Platform Support

?Knowledgebase > Registration & log-in > How do I update the name in my profile

?How do I update the name in my profile

Koen - 2025-02-27 - Registration & log-in

:To update your name, you must change it on EU Login and log out from and log in again to our platform

- Open the EU Login 'Configure my account' page .1
- $Log \ in \ to \ your \ account \ if \ you \ are \ not \ already \ . 2$ ((This may require stronger authentication if you added two factor authentication to your account
 - Change your name .3
 - "Click on "Submit .4
 - 'Click on the button to go to 'My Account .5
- $\label{eq:click} {\it Click on "$\underline{\rm My \ account \ details"}$} \ .6$ ((This may require stronger authentication if you added two factor authentication to your account
- Confirm that the data in the 'Name' row has been updated. This may take 2-3 minutes. Refresh the page $\,$.7 to check again.

:Once the name is indeed updated

- Head over to the European School Education Platform .8
 - Log out and log in again, to apply the new name .9

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